

Direct Deposit Information change

- Required information:
 - Account Number and Routing Number
 - Account Type (Checking or Savings)
- Process:
 - Login to MyPay website

**Contact Information: Cpl Dryer, 763-0735 or
brain.dryer@usmc.mil**



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Click on Direct Deposit under **Pay Changes**

The information is current as of April 25, 2007

- **This option allows your NET PAY EFT payment to be electronically transferred to the financial institution of your choice. This option will NOT update your Travel or Miscellaneous EFT information.**
- You may Start or Change a Net Pay Direct Deposit.
- To start or change, you need your Financial Institution's Routing Transit Number, Account Number and Account Type (Checking or Savings).
- You can obtain this information from your financial institution.
- If you change your Financial Institution's Routing Transit Number, you may also need to change your Account Number and Account Type.

Financial Institution Routing Transit Number:	XXXXXXXXXX
Account Number:	XXXXXXXXXX
Account Type:	checking

Change

- Currently displayed is the current Direct Deposit information
 - To Change click "Change"



This action will be effective no later than June, 2007.

Enter the information you wish to change below. Leave information blank if you do not wish to change it.

	NEW	Current
Financial Institution Routing Transit Number:	<input type="text" value="YYYYYYYYYY"/>	XXXXXXXXXX
Account Number:	<input type="text" value="YYYYYYYYYYYYYY"/>	XXXXXXXXXXXXXX
Account Type:	<input type="radio"/> Checking <input type="radio"/> Savings	checking

Accept/Submit

Previous Menu

- Enter Routing Number, Account Number and Account Type
- Click “Accept/Submit” to use new information
- Click “Previous Menu” to cancel

- For help or more information contact your Disbursing Office

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